



# Children Young People and Families (CYPF)

## Permanence Planning and Tracking Meeting Terms of Reference



## 1. Introduction

Early permanence planning is essential for all children in care to avoid drift and progress plans for security and attachment. The objective of planning for permanence is to ensure that children have a secure, stable and loving family to support them through childhood and beyond.

Permanence is a framework of emotional, physical and legal conditions that gives a child a sense of security, continuity, commitment and identity.

Permanence is a guiding principle for all services working with children and families and applies to all children in care.

## 2. Purpose of Panel

The purpose of the panel is to:

- Receive and approve recommendations for permanence plans
- Monitor the progress of plans which should incorporate parallel planning where appropriate
- Ensure all plans are progressed in a timely manner and that there is a permanence plan in place by the second looked after child review
- Monitor and report on the themes and issues the service can learn and adapt from.

Permanence is achieved through several routes these include return to family, adoption, special guardianship, connected person placements, child arrangement order and long-term fostering.

The panel will:

- Advise and make recommendations in respect of care planning and ensure that case planning is effective
- Monitor and advise on permanence planning processes
- Monitor Family Group Conferences contributions to permanence planning
- Track permanence planning through to point it is secured for the child i.e. Permanent return to a family network, Adoption Order, Special Guardianship Order, Child Arrangement Order or approved match of a permanent fostering placement
- Focus on plans being progressed in a timely manner
- Endeavour to resolve any presenting issues / obstacles and ensure that there is effective communication between the professionals involved
- Escalate concerns to the Service Director as required, highlighting drift and difficulties that will hinder the implementation of agreed plans.

## 3. Membership

The panel will consist of the following members:

- Chair (Service Director / Service Manager for Looked After Children)
- Service Managers (LAC, CIN & CP, PLO and Court)
- Business Support Officer (responsible for maintaining Permanence Planning Panel records)
- IRO representative
- Access to Resource (ART) Manager
- Fostering Team Manager

- Permanence Co-ordinator from Aspire Adoption
  
- Child in Care Team Managers
- PLO & Court Team Manager

#### **4. Frequency**

The tracking panel meetings will take place monthly, commencing Thursday 22<sup>nd</sup> March 2018 at 13:30 and will be reviewed after four months.

The Social Worker / Practice Manager will complete and submit a referral form, with up to date chronology and care plan at least three days prior to the meeting to the designated Business Support Officer.

The minutes from the Permanence Planning Panel will be available within three working days and will be uploaded to the child's records on RAISE.